

(1) Person Filing: _____
Address: _____
City, State, Zip: _____
Phone: _____
Representing: _____
State Bar #: _____

SUPERIOR COURT OF ARIZONA, COUNTY OF COCONINO

(2) _____
Petitioner

(4) Case Number: DO _____

**REQUEST TO STOP OR CHANGE ORDER
OF ASSIGNMENT**

(3) _____
Respondent

(5) ATLAS Number: _____

Do not use this form to request a change in your existing support order. This form only applies to the Order of Assignment.

(6) I, _____ ask the Court to:

Note: Do not fill out Number 7 and 8. Use only Number 7 **OR** Number 8. There will never be a time that both Number 7 and Number 8 should be filled out. If Number 7 does not apply to your situation, go on to Number 8.

(7) **CHANGE THE ORDER OF ASSIGNMENT** dated _____
from \$_____ to \$_____ because:

- ☐ The amount shown in the Order of Assignment is incorrect or has been modified.
- ☐ All past-due amounts have been paid/satisfied and the Obligor (person required to pay support) is only obligated to pay current child support.
- ☐ The child support obligation is no longer owing (child is 18 and not attending high school or is 19), past due amounts are still owing. The child's birthday is (month, day, year)

- ☐ All past-due amounts have been paid/satisfied, and the Obligor (person required to pay support) is only obligated to pay current spousal support.
- ☐ The current child support obligation is no longer owing, past due amounts are still owing.

- ☐ The child was adopted, past due amounts are still owing.
- ☐ The Child Support Order is divisible (per child, per month), and one or more of the children have emancipated. Name of child(ren): _____
- ☐ The obligor has filed a bankruptcy petition, and only current support may be paid under the automatic stay.
- ☐ The current spousal support obligation is no longer owing. Obligor is only obligated to pay child support.
- ☐ The current spousal support obligation is no longer owing. Past due amounts are still owing.

(8) STOP THE ORDER OF ASSIGNMENT dated _____ because:

- ☐ All past-due amounts have been paid/satisfied, and Obligor (person required to pay child support) is no longer obligated to pay child support (the child is 18 and not attending high school or is 19).
The child's birthday is (month, day, year) _____
- ☐ All past-due amounts have been paid/satisfied, and the Obligor (person required to pay spousal support) is no longer obligated to pay spousal support (maintenance).
- ☐ The parties have reconciled and remarried/case dismissed. (I have attached a copy of the Marriage Certificate or Order of Dismissal.)
- ☐ Child custody has been changed by order of the Court. (I have attached a copy of the Custody Order.)
- ☐ The Child has been adopted, and all past-due amounts have been paid/satisfied. (I have attached a copy of the Adoption Order.)
- ☐ The Child is deceased/has died, and all past-due amounts have been paid/satisfied. (I have attached a copy of the child's Death Certificate.)
- ☐ The Obligee (person ordered to receive support) is deceased/has died. (I have attached a copy of the Death Certificate.)
- ☐ The case has been dismissed. (I have attached a copy of the Order of Dismissal.)
- ☐ There are two active Orders of Assignment for the same child(ren), the case number referenced above and case number _____
- ☐ At the time the Ex Parte Request was filed, I (Obligor) did not owe child support or spousal support.

- (9) ☐ The Order of Assignment is “Ex Parte”. Therefore, I request a hearing before the Order becomes binding on my first employer/payor served with the Assignment. This Request is filed within ten (10) days from the date the Request for Assignment, Order of Assignment, and Notice were delivered to me.

Note: Boxes 10 and 11 are very important. You should consider checking these boxes if they apply to your situation and you no longer owe child support and/or spousal maintenance or past due amounts, and you believe that if child support and/or spousal maintenance continues to be taken out of your pay check and given to the other party it is likely you will never get the money back.

- (10) ☐ I request that the Court order the Clerk not to disburse any monies regarding the child support obligation until after the hearing or time expires for the other party to respond as follows:

- ☐ Current support payments, OR
☐ Arrearage (past-due) payments, OR
☐ Current and arrearage (past due) payments.

- (11) ☐ I request that the Court order Clerk not to disburse any monies regarding the spousal support obligation until after the hearing or time expires for the other party to respond as follows:

- ☐ Current support payments, OR
☐ Arrearage (past-due) payments, OR
☐ Current and arrearage (past due) payments.

(12) Date: _____
Signature of Requesting Party

Subscribed and sworn or affirmed and acknowledged before me this date: _____

Seal: _____
Notary Public or Clerk: _____
Notary Expiration Date: _____

Note: Upon receipt of the Request to Stop or Change Order of Assignment, immediately mail a copy of this Request to the other party or their attorney. If one party is using the Division of Child Support Enforcement (DCSE), immediately mail a copy of this Request to Stop or Modify the Order of Assignment to the Division of Child Support Enforcement.

If a hearing or para-judicial conference is scheduled, the court may enter a judgment for past-due support, clerk’s fees, service costs, other court costs, and/or attorney fees.

NOTICE TO RESPONDING PARTY

The other party has filed a Request to Stop or Change Order of Assignment.

IF YOU DO NOT AGREE WITH THE REQUEST, you have 20 days in which to respond by completing the attached Request for Hearing. If you request a hearing, a hearing will be set. If box 8 has been checked, a hearing date has been set and you need not request a hearing. The Notice of Hearing is attached if a hearing has been set.

If you request a hearing and you have received payments directly, complete an Affidavit of Direct Payments, and bring it to the hearing.

IF NEITHER PARTY REQUESTS A HEARING within the time allowed, the Court will review the request and enter an appropriate order. The Court may elect to wait a longer period than the time set forth above for legal reasons prior to entry of an order.

IN ADDITION, if a hearing or para-judicial conference is scheduled, the Court may enter a judgment for past-due support, clerk's fees, service costs, other court costs, and/or attorney fees.

NOTICE OF HEARING

A verified Request for Hearing has been filed. Therefore, the Court has scheduled a hearing on this matter as follows: **DATE:** _____ **TIME:** _____
PLACE: _____

If either party fails to appear at the hearing after proper notice, the Court will take evidence from the party who does appear and make a decision based on the information provided in the Request to Stop or Change Order of Assignment and any oral testimony.

Date: _____ Judicial Officer: _____

Note: Upon receipt of the Request to Stop or Change Order of Assignment and Notice of Hearing, you must immediately mail a copy of this Request and Notice to the other party (obligee or obligor) or their attorney. If one of the parties is using the Division of Child Support Enforcement (DCSE), immediately mail a copy of this Request for Hearing and Notice of Hearing to the Division of Child Support Enforcement.